

Notice of Intent to Certify Sole Source

To: Interested Parties

From: David C. Johnson

CC: ITS Project Number 46080

Date: November 24, 2020

Re: Sole Source Certification Number 4353 to provide Communicable Disease Case Information System (CDCIS) Software Support for the Mississippi State Department of Health (MSDH)

Contact Name: Robert Martinez

Contact Phone Number: 601-432-8002

Contact E-mail Address: Robert.Martinez@its.ms.gov

Sole Source Certification Award Details

Regarding Information Technology Services (ITS) Sole Source Certification Number 4353 for the Mississippi State Department of Health (MSDH), please be advised that ITS intends to award CIMS Global Technology Solutions (CIMSgts) as the sole source provider of Communicable Disease Case Information System (CDCIS) software support through October 31, 2021, in an amount not to exceed \$60,000.00. Should MSDH require additional CDCIS software support then this sole source certification will be valid until October 31, 2023. Should CIMS Global Technology Solutions (CIMSgts) change its name during this certification period, then ITS will determine if a recertification is necessary. For an explanation regarding Mississippi state law, policy and procedures for sole source procurements, refer to Attachment C: Sole Source Procurement Overview.

Sole Source Criteria

1. The product or services being purchased must perform a function for which no other product or source of services exist:

MSDH has been using CDCIS, a web-based system, since 2002. CIMSgts provides a combination of surveillance, medical record, data collection, and reporting of Tuberculosis (TB) in one package. This system manages the statewide TB program, as well as follow-up with TB patients and their contacts. With its integration into EPIC, it allows MSDH to have timely access to vital information including lab results, schedules, and evaluation of employee workloads. The customer's sole source certification request is included as Attachment A.

2. The purchaser must be able to show specific business objectives that can be met only through the unique product or services:

The CDCIS integrates with MSDH's electronic lab reporting (ELR) and continues to eliminate the need for paper records and record storage. It also provides statewide immediate access to the patients' records for medical consultation and continuity of therapy, as necessary. With the ELR system fully implemented, it reduces the amount of manual data entry required and reduces data entry errors. MSDH has made the business decision to continue the use of this system. The customer's sole source certification request is included as Attachment A.

3. The product or services must be available only from the manufacturer and not through resellers who could submit competitive pricing for the product or services:

CIMSGts is the creator and developer of the CDCIS.NET suite of products, and as such, no other entity is allowed to modify the source code, and by such is the sole source provider of this product. The Vendor's sole source certification letter is included as Attachment B.

4. Explain why the amount to be expended for the services is reasonable:

MSDH believes that they are getting the best pricing possible due to the vendor not charging for hourly overages when there are issues with enhancements and, in the past, the vendor has actually lost money while performing various tasks and enhancements for MSDH. The vendor takes all responsibility for errors and setbacks due to coding issues.

5. Explain what your Agency did to obtain the best possible price for these services:

MSDH previously researched three other states regarding the hourly rates for items not covered by maintenance and could not find anything comparable.

Schedule

Task	Date
First Advertisement Date	11/24/20
Second Advertisement Date	12/1/20
Response Deadline From Objectors	12/10/20 at 3:00 P.M. Central Time
Notice of Award/No Award Posted	Not before 12/11/20

Project Details

The CDCIS was originally acquired as a sole source in 2002. MSDH has continued to purchase maintenance for the CDCIS system. In October 2017, ITS, on behalf of MSDH, issued Notice of Intent to Certify Sole Source Number 4309 to renew CDCIS software and support and received no objections. A Software Support Agreement was executed, and the current software support expired October 31, 2020. In March 2019, ITS, on behalf of MSDH, issued Notice of Intent to Certify Sole Source Number 4169 for an enhancement to the CDCIS Tuberculosis Data System and EPIC data import, and Amendment No. 1 to the Software Support Agreement was executed. MSDH is requesting to renew the software support through October 31, 2021. To date, MSDH has received purchase approval in the amount of \$1,297,299.24.

Submission Instructions and Format of Response from Objecting Parties

Interested parties who have reason to believe that the Communicable Disease Case Information System (CDCIS) software support should not be certified as a sole source should provide information in the following format for the state to use in determining whether or not to proceed with awarding the Sole Source contract to CIMS Global Technology Solutions.

1.1 Interested Party Information

1.1.1 Contact Name, Phone Number and email address

1.1.2 Company Website URL, if applicable

1.2 Objection to Sole Source Certification

1.2.1 Interested parties must present specific objections to the Sole Source certification using the criteria listed above.

1.2.2 A statement regarding the Interested Party's capabilities as related to this Sole Source Certification Request.

1.3 Comments will be accepted at any time prior to Thursday, December 10, 2020, at 3:00 p.m. (Central Time) to Robert Martinez at Robert.Martinez@its.ms.gov or at the Mississippi Department of Information Technology Services, 3771 Eastwood Drive, Jackson, Mississippi 39211. Responses may be delivered by hand, via regular mail, overnight delivery, e-mail or by fax. The fax number is (601) 713-6380. ITS WILL NOT BE RESPONSIBLE FOR DELAYS IN THE DELIVERY OF RESPONSES. It is solely the responsibility of the Interested Parties that responses reach ITS on time. Interested Parties may contact Robert Martinez to verify the receipt of their Responses. Responses received after the deadline will be rejected.

1.4 Interested Party responses should include the following information:

SUBMITTED IN RESPONSE TO
Sole Source Certification No. 4353-46080
Accepted until December 10, 2020 @ 3:00 p.m.,
ATTENTION: Robert Martinez

If you have any questions concerning the information above or if we can be of further assistance, please contact Robert Martinez at 601-432-8002 or via email at Robert.Martinez@its.ms.gov.

Attachment A: Customer Sole Source Certification Request

Attachment B: Vendor Correspondence

Attachment C: Sole Source Procurement Overview



3771 Eastwood Drive
Jackson, Mississippi 39211
Phone 601-432-8000 Fax 601-713-6380

Sole Source Certification Request

Project Title: TB CDCIS Renewal			Stimulus (ARRA) Funds? Yes No <u>X</u>	
Customer Contact Information				
Agency/Public University: MS State Department of Health Address: 570 E. Woodrow Wilson, Jackson, MS 39215			Contact Person: Stephanie Hedgepeth Phone: 601-576-7614 Email Address: stephanie.hedgepeth@msdh.ms.gov	
MAGIC Customer Number (only required from state agencies): 7000000105			Division/Dept.: Handmail: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Project Summary Narrative Description of Project (include details of original acquisition if applicable): The MSDH Office of Tuberculosis (TB) and Refugee Health needs software support for CDCIS.NET. The TB Electronic Record System is used to track reporting, surveillance, treatment, and follow-up of TB patients and their contacts.				
ITS Acquisition Approval (CP-1) should be effective through this date (Please allow time for all vendor invoices to be paid):				
Cost Estimates Fiscal Year	Initial Costs	Ongoing Costs	Time Constraints Item Needed by: Funds Expire:	Anticipated Lifecycle of Products/System (i.e. estimated years of effective use):
2020-2021	\$60,000.00		Discuss Funding (e.g. how much of needed funding is definite; total project budget; any matching or other non-state funds). 100% General Funds	
Total	\$60,000.00			
Acquisition Details				
Items Requested		Quantity	Description	Building Location(s)
Support for TB.CDCIS.NET		1	Annual support through October 31, 2021	
Additional Support Hours		200	Optional annual additional support for items not covered by maintenance	
Describe platform & infrastructure (connectivity; software/hardware platforms; utilization of State Data Center resources: mainframe, eGovernment portal, payment engine, document management, hosting). For equipment or hosting outside the State Data Center, attach justification:				
Progress to Date: What has been done related to this project, including any communication with ITS staff (data/voice/procurement/other)? Sole source project request sent to ISS Procurement.				
Sole Source Certification Note: Certification must be renewed for each revision or continuation of previous Sole Source Approvals.				
Specific business requirements to be met by the requested products or services: The CDCIS integrates with MSDH's electronic lab reporting (ELR) and continues to eliminate the need for paper records and record storage. It also provides statewide immediate access to the patients' records for medical consultation and continuity of therapy, as necessary. Once the ELR system is fully implemented, it will reduce the amount of manual data entry required and reduce data entry errors. MSDH has made the business decision to continue the use of this system.				
Explain why these products or services are the only ones that can meet your needs (include unique features/special functionality): MSDH has been using CDCIS, a web-based system, since 2009. CIMSgts provides a combination of surveillance, medical record, data collection, and reporting of Tuberculosis (TB) in one package. This system manages the statewide TB program, as well as follow-up with TB patients and their contacts..				
Explain why the source is the only entity that can provide the products or services (Include other products/vendors researched or evaluated): CIMSgts is the creator and developer of the CDCIS.NET suite of products. As the owner and developer of TB.CDCIS.NET, no other entity is allowed to modify the code, and by such is the sole source provider of this product.				
Explain why the source is the only entity that can provide the products or services (Include other products/vendors researched or evaluated): MSDH believes that they are getting the best pricing possible due to the vendor not charging for hourly overages when there are issues with enhancements and, in the past, the vendor has actually lost money while performing various tasks and enhancements for MSDH. The vendor takes all responsibility for errors and setbacks due to coding issues.				
Explain what your agency did to obtain the best possible price for the services: MSDH has researched three other states regarding the pricing of enhancements with their current system but could not find anything comparable. The vendor has provided discounts for the services being performed for this project.				
Vendor's Certification of Sole Source attached: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			Vendor's proposal submitted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
MAGIC Vendor Code(s) Vendor must be in MAGIC before a CP-1 can be issued.				
Place Order To Vendor Name: CIMSgts Vendor Address: P.O. Box 14097 Huntsville, AL 35815			Remit To Vendor Name: CIMSgts Vendor Address: P.O. Box 14097 Huntsville, AL 35815	

By my signature, I certify that, to the best of my professional knowledge: the requested product or services are a sole source as outlined in the ITS Procurement Handbook, Rule 207.2:013-030 Procurement Types: Sole Source, and as outlined in Mississippi Code annotated Section 31-7-13. In addition, I acknowledge that there is a charge for ITS procurement services associated with this request which will be billed to the requestor by ITS and that my agency/public university is responsible for these charges/costs.

Dr. Thomas Dobbs

State Health Officer

Name (Agency Head or Public University CIO)/Title

DocuSigned by:

Dr. Thomas Dobbs

Signature

11/23/2020 | 6:13 PM CST

Date



PO Box 14087
Huntsville, AL 35815
(256)882-3370
(256)882-3006
www.cimsmts.com

September 5, 2020

Angela Armstead
Office of Health Informatics
Mississippi State Dept of Health

Dear Angela:

Thank you for your interest in purchasing continued maintenance and support for the Tuberculosis portion of the Communicable Disease Case Information System (CDCIS.NET). CIMSmts and I look forward to working with the MS Dept of Health in the implementation of CDCIS. Organizations who have immediate access to their information are the ones most likely to generate the highest return-on-investment month after month, year after year. CDCIS.NET now contains the TB, STD, and HIV modules,

CIMSmts is the developer of the TB.CDCIS.NET product. CIMSmts is the only company able to provide maintenance for this product under our agreements with the MS Dept of Health. .

These systems are providing the following benefits:

- Direct and immediate input of all data concerning a patient.
- All functions of TB –
 - Surveillance,
 - Patient Care,
 - Contact Management,
 - Dispensing of Medications,
 - Automated Reporting, etc.
- Some Unique features of the CDCIS.NET system are:
 - Fully .Net developed Web application for TB, HIV/AIDS, and STD
 - Ability to track unlimited numbers of contacts per patient with unlimited types of exposures between patient and contact.
 - Provides the ability for external medical personnel such as doctors outside of the Health Department to login and review patient data, and enter Doctors Orders.
 - Ability to list the reverse contacts which show who listed a person as a contact. This also provides the ability to identify source and index cases for a contact when multiple people identify the same person as a contact. It also provides the ability to do a "family tree" type of report to show the spread of disease through a group of individuals.
 - The ability to separate a person's multiple cases of TB into individual "episodes",

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with all data for that episode separately tracked. No other system provides this unique feature.

- The ability to easily schedule medications, and point and click select standard therapies of medicine.
- The system uses the web technology to allow for simple user access without the need to load software on a user's machine. This does not mean that the product is running on the Internet, only on the Health Departments internal network.
- Combines Contact Investigation, Case Management (including scheduling and tracking of medications delivered), and Surveillance into the same application.

Sincerely,

A handwritten signature in cursive script that reads "Ron Casto".

Ron Casto
President
CIMSgts
rcasto@cimsgts.com
(256)882-3370

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The acquisition of information technology for all state agencies and institutions of higher learning (IHLs) is within the scope of the ITS law, found in Mississippi Code Section 25-53-1, et seq., and the policies and procedures established in accordance with this statute, found in the ITS Procurement Handbook posted on the ITS website (www.its.ms.gov).

ITS enabling legislation requires that information technology hardware, software and services be acquired in a manner that insures the maximum of competition among all manufacturers and suppliers of such equipment and services. Accordingly, ITS promotes full and open competition through the issuance of open specifications and the objective evaluation of Interested Party proposals to determine the lowest and best offering to meet an agency's or public university's business requirements. True competition protects the integrity and credibility of purchasing in the public sector and is essential in providing best value and adequate contractual protection for the purchasing entity. In certain limited situations, information technology acquisitions may be sole-sourced.

ITS utilizes the provisions of Public Purchasing Law for Sole Source and Emergency procurements of information technology. Mississippi Public Purchasing Law (Mississippi Code Section 31-7-13) specifies that noncompetitive items available from one source only be exempted from bid requirements (sole-sourced). ITS statute, in Section 25-53-5 (p), permits ITS to utilize provisions in Public Purchasing Law or regulations, when applicable.

Per Public Purchasing law, acquisitions must meet the following criteria to be authorized as sole source:

1. The product or services being purchased must perform a function for which no other product or source of services exists,
2. The purchaser must be able to show specific business objectives that can be met only through the unique product or services, AND
3. The product or services must be available only from the manufacturer and NOT through resellers who could submit competitive pricing for the product or services. The vendor's correspondence regarding this criterion for this project is included as Attachment B.

By policy as documented in the ITS Procurement Handbook, acquisitions of IT services must include the following information to be authorized as sole source:

1. An explanation about why the amount to be expended is reasonable, and
2. An explanation regarding the efforts by the purchaser to obtain the best possible price.

For state agencies, approval of all technology purchases with a lifecycle cost of \$5,000 or less, including sole source purchases, has been delegated to the agency. The ITS Procurement Limits Policies for Agencies (a section in the ITS Procurement Handbook) require a minimum of two competitive written bids or proposals for technology purchases with a lifecycle cost over \$5,000 but not over \$50,000 (not over \$25,000 for projects funded by the American Recovery and Reinvestment Act). Since, for single source items, the procuring agency will be unable to obtain two written bids, ITS must certify all sole source acquisitions of information technology with a lifecycle cost greater than \$5,000.

Institutions of Higher Learning (IHLs) or public universities have been delegated the authority to certify sole source procurements up to \$250,000 lifecycle cost under the ITS Procurement Limits Policies for IHLs (a section in the ITS Procurement Handbook). For the certification of sole source procurements delegated to the CIOs at public universities, the public university must follow ITS' Sole Source Procedure, including advertisement of the intent to award as sole source. Institutions certifying a sole source purchase must ensure the criteria listed above are met and documented

in writing by the institution and the Interested Party prior to certifying a product or service as sole source. Sole source documentation must be reviewed and approved by the IHL's CIO for any sole-source certification above \$5,000. All sole source documentation should be retained in the public university's procurement file. Sole source requests above \$250,000 lifecycle cost require ITS approval.

Other than the delegations outlined above, all sole source technology procurements must be certified by ITS. The customer's Sole Source Certification Request for this project is included as Attachment A.

ITS thoroughly reviews Sole Source Certification Requests, determining if competing products and/or services exist. If so, ITS conducts a competitive procurement. If ITS' review confirms the sole source, then a Sole Source advertisement is issued, giving other Interested Parties an opportunity to identify competing products and/or services. Based upon the results of the Sole Source advertisement, ITS will either certify the request as a sole source or conduct a competitive procurement.